

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 10 / 23 / 17

Date of meeting 11 / 1 / 17

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

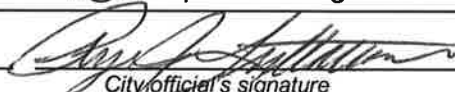
Ryan Luttmann, Public Works Director

Address: 1123 Lake Street

Phone number and email address: 263-3407 rluttmann@sandpointidaho.gov

Authorized by: Ryan Luttmann

name of City official



City official's signature

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: Building Permit and Plan Check Fee Waiver for Bonner County Public Works

Summary of what is being requested: The Bonner County Public Works Department is requesting the City of Sandpoint waive building permit fees associated with the remodel of holding cells at the Bonner

County Courthouse. The total plan check and permnt fees are \$4,337.77.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☒ ☐
Yes or No

If yes, in what way? The City will not receive the proposed fees to be waived.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted?
Yes or No

3. Is there a need for a general public information or public involvement plan? **Yes or No**

If yes, please specify and suggest a method to accomplish the plan: ☐ ☒

4. Is an enforcement plan needed? **Yes or No** ☐ ☒ Additional funds needed? **Yes or No** ☐ ☒

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☒ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

Memo

To: City Council
From: Ryan J. Luttmann, Public Works Director
CC: Mayor Rognstad
Date: 10/23/17
Re: Bonner County Facilities Department Fee Waiver Request

Description/Background:

The Bonner County Facilities Department has submitted a request for the waiver of fees from the City associated with the plan check fee and permit fees for the remodeling project of holding cells at the Bonner County Courthouse. The requested amounts to be waived are identified in the attached permit application and total \$4,337.77.

Historically, the City and the County have worked together to waive fees for public works related projects and continue to look for opportunities to work together to provide better service at a lower cost to the tax payers.

Staff Recommendation:

The Public Works Department recommends the Council approve the requested waiver of building permit fees for Bonner County for a total amount of \$4,337.77



FACILITIES & RECREATION DEPARTMENT

1500 Highway 2, Suite 101 • Sandpoint, ID 83864 • Phone: (208) 255-5681 Ext. 4

October 19, 2017

City of Sandpoint
1123 Lake Street
Sandpoint, ID 83864

RE: Waiver of Building Permit Fees for the Bonner County Courthouse Holding Cell Remodel Project

Dear City Council:

Bonner County recently awarded a remodel project to Northcon Inc. for the Courthouse Holding Cells. We are submitting the City of Sandpoint Building Permit Application and would like to respectfully request a waiver of building permit application fees for the Courthouse Holding Cell Remodel Project.

We look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Dreier", written over a horizontal line.

Rick Dreier
Bonner County Facilities Manager

208 304 5621

BUILDING PERMIT APPLICATION

CITY OF SANDPOINT, IDAHO

Applicant to complete numbered spaces only.

JOB ADDRESS 215 S. First Avenue, Sandpoint ID 83864				
LEGAL DESCR.	LOT NO.	BLOCK	SIZE	TRACT
<input type="checkbox"/> SEE ATTACHED SHEET				
OWNER 2 Bonner County	MAIL ADDRESS 1500 Hwy 2, Ste. 101		CITY Sandpoint, ID	PHONE 208-255-5681
CONTRACTOR 3 Northcon Inc.	MAIL ADDRESS 10615 N. Government Way, Hayden		PHONE 208-772-6003	LICENSE NO.
ARCHITECT OR DESIGNER 4 HZA Architect	MAIL ADDRESS 420 E. Indiana Ave, CDA, ID		PHONE 208-667-3430	LICENSE NO.
ENGINEER 5	MAIL ADDRESS		PHONE	LICENSE NO.
LANDER 6	MAIL ADDRESS		BRANCH	
USE OF BUILDING 7 Courthouse	MAIL ADDRESS			
8 Class of Work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input checked="" type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE				
9 Describe work: Remodel of Holding Cells				
10 Change of use from				
Change of use to				

11 Valuation of work: \$ 391,832.00

SPECIAL CONDITIONS:

APPLICATION
ACCEPTED BY:

PLANS CHECKED BY:

APPROVED FOR
ISSUANCE BY:

NOTICE

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATING OR AIR CONDITIONING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 60 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local laws regulating construction or the performance of construction.

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT (DATE)

SIGNATURE OF OWNER (IF OWNER BUILDER) (DATE)

WHEN PROPERLY VALIDATED (IN THIS SPACE) THIS IS YOUR PERMIT

PLAN CHECK VALIDATION

CHECK

M. O.

CASH

PERMIT VALIDATION

CHECK

M. O.

CASH

PLAN CHECK FEE

\$ 1708.88

PERMIT FEE

\$ 2628.95

TYPE OF
CONST.

OCCUPANCY
GROUP

DIVISION

SIZE OF BLDG.
(TOTAL) SQ. FT.

NO. OF
STORIES

MAX.
OCC. LOAD

FIRE
ZONE

USE
ZONE

FIRE SPROCKERS
REQD. (YES) (NO)

NO. OF
DWELLING UNITS

OFF-STREET PARKING SPACES:

COVERED

UNCOVERED

SPECIAL APPROVALS

REQUIRED

RECEIVED

NOT REQUIRED

FIRE DEPT.

OTHER (specify)

PLOT PLAN

REAR LINE

